

Minister's Report to First Unitarian Board August 2020

I was on study leave from June 22 – 28, and on vacation from July 6 – Aug 2

Worship— I participate in Tuesday evening worship team meetings. I will be providing the ministerial leadership for the Sept 13 “ingathering” worship.

Administrative and Communications—I have continued to produce the weekly Society Pages, which are emailed every early Thursday to anyone who signs up for them. Print copies are mailed to 3 members who rather receive theirs in the mail. During vacation, I only needed to combine 2 weeks into one. I pick up the mail weekly from the FU box at the UPS store in Scotch Plains and deposit any checks I find and distribute any bills received to Cass and the bookkeeper. I continue to answer any email sent to info@fusp.org, and phone calls received at 908.312.1815. I am also making sure the Share the Plate offerings are accurately accounted for and that checks are mailed to the monthly recipients. I review the financial statements for accuracy. I continually update the database software (Breeze) and the website. I was able to lower our monthly payment to MailChimp from 19.99 to 9.99 as of September.

Pastoral Care—I created a memorial service recording for the family of Tom Belz, who passed away in June. I am working with Carl Lange to provide a virtual Celebration of Life for Doris on 8/15 at 2 pm. I will be continuing communications with Ralph Braskett's daughter to also provide a virtual memorial to honor him. I am available for zoom appointments whenever necessary to members with pastoral care concerns.

Ministerial Presence—I continue to be involved with the Scotch Plains/Fanwood Ministerium.

Yours in positive faith,

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